

GOVERNOR'S OFFICE of CRIME CONTROL & PREVENTION

Juvenile Accountability Block Grant (JABG)

**Notice of Funding Available (NOFA)
FY 2013**



Electronic Submission Deadline: April 11, 2013 3:00 PM
Hard Copies Submission Deadline: April 16, 2013 3:00 PM

Governor's Office of Crime Control & Prevention
300 East Joppa Road, Suite 1105
Baltimore, MD 21286-3016
(410) 821-2828

Martin O'Malley, Governor
Anthony G. Brown, Lt. Governor
Tammy Brown, GOCCP Executive Director

ELIGIBILITY

GOCCP is making federal Juvenile Accountability Block Grant (JABG) funding available to eligible state and local units of government, non-profit organizations, and faith-based organizations to target juvenile accountability-based programs.

IMPORTANT NOTES

Applicants are required to apply for grant funding through the GOCCP online application process located at www.goccp.maryland.gov/gms. From the homepage, click on the Juvenile Accountability Based Programs (JABG) heading. From there, you will be able to begin the application process. To access training videos and guides, please follow this link: www.goccp.maryland.gov/gms-training/. **All application documents must be submitted in hardcopy to GOCCP no later than 3:00 PM on April 16, 2013 (Electronic submission is due by 3:00 p.m. on April 11, 2013).**

GETTING STARTED

Thank you for applying for the **Juvenile Accountability Block Grant (JABG)** from the Governor's Office of Crime Control & Prevention (GOCCP). GOCCP and the Juvenile Grant Planning and Review Council (Juvenile Council) are looking for sub-recipients that promote accountability and restorative justice within the juvenile justice system.

The basic premise underlying the JABG program is that both offender-focused and system-focused activities promote accountability. Funds will continue to support programs and initiatives in Maryland that improve public safety, promote accountability, and achieve restorative justice. Emphasis is placed on collaboration, best/promising practices, and resources that address restorative justice sanctions that reinforce the mutual obligations of an accountability-based juvenile justice system.

I hope our office becomes a valuable resource for your organization as we strive to deliver our services in a customer friendly fashion. If you need application assistance, contact Jessica Winpigler at 410-821-2824 or Jwinpigler@goccp.state.md.us.

GOCCP success is measured by sub-recipient success. It is critical that we hear from you, our customers. To share your ideas of how GOCCP can serve you better, email us at info@goccp.state.md.us.

We look forward to working with you.

Sincerely,



Tammy Brown
Executive Director
Governor's Office of Crime Control & Prevention

Governor's Office of Crime Control & Prevention Mission:

GOCCP exists to educate, connect, and empower Maryland citizens and public safety entities through innovative funding and results-oriented customer service that seeks, supports and promotes best practices for the safety of Maryland's communities.

I. PURPOSE

For the juvenile offender, accountability means an assurance of facing individualized consequences through which he or she is made aware of and held responsible for the loss, damage, or injury perpetrated on a victim. Strengthening the juvenile justice system requires an increased capacity to develop youth competence, efficiently track juveniles through the system, and provide enhanced options such as restitution, community service, victim-offender mediation, and other restorative justice sanctions that reinforce mutual obligations of an accountability-based juvenile justice system.

The Governor's Office of Crime Control & Prevention (GOCCP) and the Juvenile Council have defined specific needs within Maryland's juvenile justice system. In 2012, Juvenile Accountability Block Grant (JABG) funds supported activities that promoted accountability and public safety while addressing the needs of youth across systems. JABG funds will continue to support evidence-based practices, crime prevention, early intervention, and alternative to detention programs.

The following federal purpose areas have been selected as priorities in FY 2013 (see Page 7 for more details):

- Establishing and maintaining restorative justice programs.
- Establishing and maintaining accountability-based programs that are designed to reduce recidivism among juveniles who are referred by law enforcement personnel or agencies.

The federal Juvenile Accountability Block Grants (JABG) Program (CFDA #16.523) is authorized under the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. 3796ee). The Office of Juvenile Justice and Delinquency Prevention (OJJDP), one of five program bureaus in the Office of Justice Programs (OJP), has been delegated the authority to administer the JABG program. Availability of funds is dependent on appropriations from the U.S. Department of Justice and the Maryland State Legislature. **GOCCP and the Juvenile Council reserves the right to reduce the amount of funds available for all programs based on government budgetary actions.**

II. IMPORTANT DATES

Dates	Actions	Comments, Locations and Responsibility
March 12 & 18, 2013	Technical Assistance Sessions	March 12, 2013 - PCTC 6852 4 th Street, Sykesville, MD 21784 March 18, 2013 - MDOT Headquarters 7201 Corporate Center Drive Hanover, MD 21076
March 22, 2013	Last Day to request Grants Management System (GMS) Login Information	IT Department GPT@goccp.state.md.us *Instructions are on our website at www.goccp.maryland.gov
April 11, 2013 3:00 PM	Electronic copies of applications due at GOCCP	Applications must be submitted electronically no later than 3PM
April 16, 2013	Hardcopies of applications due	Applications must be received

	at GOCCP	at GOCCP no later than 3PM
May 2013	Application Review Session	Juvenile Council & GOCCP
June 2011	Letters of intent, denial letters, award letters mailed	Juvenile Justice Policy Unit
July 1, 2011	Award Start Date	

III. UNALLOWABLE COSTS

Unallowable costs include, but are not necessarily limited to postage, printing, rent, indirect costs, fax, food, and miscellaneous items.

IV. ELIGIBILITY CRITERIA

Applicants are limited to State and local governments, nonprofit organizations, and Faith-Based organizations.

Faith-Based Organizations

Faith-based organizations applying for JABG funds do not have to lose or modify their religious identity (i.e., removing religious symbols) to be considered an eligible applicant. However, JABG funds may not be used to fund any inherently religious activity, such as prayer or worship. Inherently religious activity is permissible, although it cannot occur during an activity funded with JABG grant funds; such religious activity must be separate (in time and/or place) from the JABG funded program. Further, participation in such religious activity by individuals receiving services must be voluntary.

501c3 Status

To be eligible for funding under the Juvenile Justice and Delinquency Prevention Act nonprofit organizations must have documentation of their Section 501 (c)(3) status. IRS recognizes the Non-Profit (NP) as a 501(c)(3) or (4).

NOTE: NP status does not always mean tax exempt. For example: under IRS 501 (c) regulations the (3) is a NP that is tax exempt, and (4) is a NP that must pay taxes.

An organization must provide proof of this status by submitting a Statement from State taxing body (address under the NP's federal EIN) or the Secretary of State Certifying:

- a) Organization is a non-profit operating within the State; and
- b) No part of the organization's net earnings may lawfully benefit any private shareholder or individual

Organizations may also submit a Certified copy of certificate of incorporation or similar document establishing non-profit status. For any of the above, if it applies to a State or national parent organization, the organization must submit a statement by the State or parent organization that the applicant is a local non-profit affiliate.

Juvenile Justice and Delinquency Prevention Act (JJDP A)

Eligibility is also contingent on jurisdictions being in compliance with the core protections of the JJDP A of 2002, as amended. Please contact Shari Morris, Compliance Monitor, at 410-821-2852 or SMorris@goccp.state.md.us to determine whether your jurisdiction is in compliance.

Disproportionate Minority Contact (DMC): In furtherance of Maryland's efforts to address DMC, applicants must incorporate DMC reduction techniques into their proposed programs/services. For more information on DMC, please contact Jessica Winpigler at 410-821-2824 or via email at JWinpigler@goccp.state.md.us.

The Juvenile Council and GOCCP have the right to deem applications that do not adhere to the required format and mandatory requirements to be ineligible.

V. WHAT AN APPLICATION MUST INCLUDE

A. PROJECT TITLE

The project title should be brief, precise, and reflect what is being funded. For example: "Multi-Systemic Therapy", "Alternative to Suspension", or "Neighborhood Youth Panel."

B. PROJECT SUMMARY

The Project Summary provides a concise summary of your proposal in 100 words or less. GOCCP would like to make writing the project summary as simple and consistent as possible. Use the following template for your project summary:

The ____Implementing Agency's¹____Project Title²____ program targets juvenile justice system youth who are on probation and at-risk of out-of-home placement.³ The program supports _____, _____, and _____.⁴ Program funds provide _____, _____, and _____.⁵

You will need to make the following additions/changes to the above template:

1. The beginning of the first sentence contains the Agency Name.
2. Insert the Project Title.
3. First sentence ends with a description of the program's main scope/focus.
4. Write 1-2 sentences describing how program funds address the problem.
5. Summarize the major line items or services detailed in the budget section.

The summary's purpose is to provide a layman's explanation for the proposed project and goals. Refer to: <http://www.goccp.maryland.gov/grantDatabases/awarded-grants-search.php> (select "**Juvenile Justice Policy**" for Program Area, click '**Select All Counties**' box, and select '**Juvenile Accountability Block Grant Program**' for 'Programs') for examples of project summaries for current grant programs. Model your summary and title after these examples (or the template above).

C. PROGRAM NARRATIVE

The program narrative provides a detailed description of the purpose, goals, objectives, strategies, design, and management of the proposed program. The program narrative should be double-spaced with one inch margins, not exceeding 15 pages using a standard 12-point font, preferably Times New Roman. Pages should be numbered "1 of 10", etc. Text for the narrative is stored as rich text, or formatted text, which means that you can paste narrative into the application from a word-processing program. If you type your narrative text directly into this application, you can still format it like you would in a word processor, using bullet and numbered lists, indentation, and bold/italic characters, all accessible from the Editing Toolbar. Additional documents (included in an appendix) such as tables, charts, pictures, etc. may be referenced within the program narrative section.

In an eight-section, outline-styled format, provide the following information (retain all numbering and headers below):

1. Understanding the Problem

This section should include a statement of the problem or need area that the proposed activity/services will address. This need area must be aligned with one of the two (2) prioritized JABG purpose areas (see page 8) and must be supported by a data analysis for a period of at least 2 years.

2. Collaboration

One of the primary goals of the JABG program is to be inclusive of the various stakeholders and consolidate local or regional efforts to achieve results for the youth and families in the community. Partners are key to achieving that goal and their input into proposal development should be included in this section. In addition to family/community partnerships, there are governmental partners that should also be included in the proposed program. This section must include an outline listing the role of each partner as well as general support from the community or agencies. **Letters of support must be included in an appendix and referenced in this section.**

The following are suggested partners:

- Department of Juvenile Services (DJS) Regional Office Representative
- Local DMC Coordinator
- Local Management Board Representative
- County or Municipal Law Enforcement Representative
- Parent/guardians (including community association groups and youth advocate groups)
- Youth (including youth group representatives)
- Local State's Attorney Representative
- Juvenile Court Master or Judge
- Department of Education Representative
- Child Welfare Representative
- Non-profit, faith-based, or community group
- Non-profit, nongovernmental victim advocacy organization

3. Proposed Activity

This part of the application must include a detailed description of the proposed program/service, including:

- Target population (race, age, and gender)
- Number of youth to be served
- Services to be provided
- How youth are referred to the program
- When will services be provided (daily, weekly, monthly) and/or what are the hours of operation
- Vendor or service provider (if known)
- Cost per youth
- How the program will impact/address high-risk youth
- Graduated sanctions to be used

Applicants are encouraged to review national best practices and proven/promising program examples in selecting a strategy for implementation. The following are recommended sources:

- OJJDP Model Programs Guide (<http://www.ojjdp.gov/mpg/>)
- OJJDP National Training and Technical Assistance Center (<https://www.nttac.org/index.cfm?event=tarequest>)

4. Goals, Objectives, and Performance Measures

Each application must include clearly defined goals, objectives, and performance measures.

- Goals - Provide a broad statement that conveys, in general terms, the program's intent to change, reduce, or eliminate the problem described. Goals identify the program's intended short and long-term results for the anticipated funding year(s).
- Objectives - Explain how the program will accomplish the goals. Objectives are specific, quantifiable statements of the program's desired results, and should include the target level of achievement, thereby further defining goals and providing the means to measure program performance.
- Performance Measures – Quantitative ways to objectively measure the degree of success a program will have in achieving its stated objectives, goals, and planned program activities.

5. Sustainability

This section must show your organization's plan towards sustainability for the proposed program. This section should address the following:

1. If other funding has already been committed for the project, identify the source(s) of funding and the amount.
2. If the proposal is currently under consideration by other funders, be sure to disclose this.
3. This section should present your organization's strategy for sustainability once the grant period has concluded (unless the project will conclude concurrently with the funding).

6. Timeline

The award period for this grant is July 1, 2013 – June 30, 2014. Applicants must submit a detailed timeline/work plan. This timeline/work plan must include:

- Key tasks that must be carried out to implement the program successfully
- Person(s) responsible for seeing that each task is completed within the proposed timeline.
- Target dates for task completion

7. Graduated Sanctions

The official definition as defined in the JJDP Act of 2002 defines graduated sanctions as: "an accountability-based graduated series of sanctions (including incentives, treatment, and services) applicable to juveniles within the juvenile justice system to hold such juveniles accountable for their actions and to protect communities from the effects of juvenile delinquency by providing appropriate sanctions for every act

for which a juvenile is adjudicated delinquent, by inducing their law-abiding behavior, and by preventing their subsequent involvement with the juvenile justice system".

Graduated sanctions need to be administered quickly and must be an appropriate response to the first signs of delinquent behaviors in children and youth. Ultimately, graduated sanctions are envisioned as a multi-tiered continuum of interventions that allows programs to carefully match its sanction and treatment response to each youth's offense severity, level of risk, and service needs.

Applicants must provide information on the graduated sanction approach that will be used for the proposed program.

If this section is not applicable, please provide a detailed summary of other efforts used to hold juveniles accountable. Also, applicants must explain why sanctions are not applicable to the program.

8. DUNS/CCR Registration:

Provide your DUNS number and CCR expiration date. In an appendix, attach proof of your agency's current CCR registration from www.sam.gov. Include a printed screenshot of just the page that lists your DUNS number and CCR expiration date. Please do not include any additional pages (i.e., those containing banking information).

D. SIGNATURE PAGES

The certified Assurances and Federal Anti-Lobbying Certification must be signed by the appropriate agency representative and included with the application hardcopies. **Both forms may only be signed by the Applicant Agency Authorized Official or their duly assigned alternative signatory.**

In order for an alternate signatory to be valid, GOCCP must receive an original, signed, written notification from the applicant agency's Authorized Official (on agency letterhead) every other year stating that an alternate signatory has been designated.

VI. PROGRAM PURPOSE AREAS

This section must identify the JABG federal purpose area that the funding program will fall under and specifically detail (in a short paragraph) how the program relates to the purpose area. The two (2) JABG federal purpose areas are:

- Establishing and maintaining accountability-based programs that are designed to reduce recidivism among juveniles who are referred by law enforcement personnel or agencies.
- Establishing and maintaining restorative justice programs.

VII. PERFORMANCE MEASURES & REPORTING

To assist DOJ in fulfilling its responsibilities under the Government Performance and Results Act, Pub. L. 103-62, applicants that receive funding under this solicitation must provide data that measures the results of their work. For this solicitation, OJJDP has identified mandatory core performance measures (below) for which GOCCP will require successful applicants to submit data during the grant period. Sub-recipients will need to submit this information through GOCCP's GMS as well as OJJDP's Data Reporting Tool (DCTAT) located at www.ojjdp-dctat.org. **Users are only required to select one of the following from 13A through 13L depending on the primary focus of the program.**

In the proposal narrative, under Section C 4- “Goals, Objectives, Performance Measures” applicants must incorporate the following mandatory core performance measures for the proposed project as well as the selected measures within each purpose area. GOCCP does not require applicants to submit performance measures data with their applications. Instead, applicants should discuss in their application their proposed methods for collecting the data. The following chart outlines the mandatory core performance measures, definitions, and data that sub-recipients will be required to report:

#	OJJDP Core Measure	Definition	Data Grantee Reports
1	Number and percent of programs/initiatives employing evidence-based programs or practices	Report the number and percent of programs/initiatives employing evidence based programs or practices. These include programs and practices that have been shown, through rigorous evaluation and replication, to be effective at preventing or reducing juvenile delinquency or related risk factors, such as substance abuse. Model programs can come from many valid sources (e.g., Blueprints, OJJDP’s Model Programs Guide, SAMHSA’s Model Programs, state model program resources, etc.).	A. Number of program/initiatives employing evidence based programs or practices B. Total number of programs/initiatives C. Percent (A/B)
2	Number and percent of youth with whom an evidence-based program or practice was used	The number and percent of youth served with whom an evidence-based program or practice was used. These include programs and practices that have been shown, through rigorous evaluation and replication, to be effective at preventing or reducing juvenile delinquency or related risk factors, such as substance abuse. Model programs can come from many valid sources (e.g., Blueprints for Violence Prevention, OJJDP’s Model Programs Guide, SAMHSA’s Model Programs, etc.).	A. The number of youth served using an evidence-based program or practice B. Total number of youth served during the reporting period C. Percent (A/B)
3	Number of program youth and/or families served during the reporting period	An unduplicated count of the number of youth (or youth and families) served by the program during the reporting period. Program records are the preferred data source.	A. Number of program youth/families carried over from the previous reporting period B. New admissions during the reporting period C. Total youth/families served during the reporting period (A+B)
4	Number and percent of program youth completing program requirements	The number and percent of program youth who have successfully fulfilled all program obligations and requirements. This does not include youth who are still participating in ongoing programs. Program obligations will vary by program, but should be a predefined list of requirements or obligations that clients must meet before program completion. The total number of youth (the “B” value) includes those youth who have exited successfully and unsuccessfully. Program records are the preferred data source.	A. Number of program youth who exited the program having completed program requirements B. Total number of youth who exited the program during the reporting period (either successfully or unsuccessfully) C. Percent (A/B)

#	OJJDP Core Measure	Definition	Data Grantee Reports
5	Number and percent of program youth who OFFEND (short term)	<p>The number and percent of participating program youth who were arrested or seen at a juvenile court for a delinquent offense during the reporting period. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source.</p> <p>The number of youth tracked should reflect the number of program youth that are followed or monitored for arrests or offenses. Ideally this number should be all youth served by the program during the reporting period.</p> <p>A youth may be 'committed' to a juvenile facility anytime that he/she is held overnight.</p> <p>Certain jurisdictions refer to adjudications as 'sentences'. Other sentences may be community based sanctions, such as community service, probation etc.</p> <p>Example: If I am tracking 50 program youth then, 'B' would be 50. Of these 50 program youth that I am tracking, if 25 of them were arrested or had a delinquent offense during the reporting period, then 'C' would be 25. This logic should follow for 'D' and 'E' and 'F' values. The percent of youth offending measured short-term will be auto calculated in 'G'.</p>	<p>A. Total number of program youth served</p> <p>B. Number of program youth tracked during the reporting period</p> <p>C. Of B, the number of program youth who had an arrest or delinquent offense during the reporting period</p> <p>D. Number of program youth who were committed to a juvenile facility during the reporting period</p> <p>E. Number of program youth who were sentenced to adult prison during the reporting period</p> <p>F. Number of youth who received another sentence during the reporting period</p> <p>G. Percent OFFENDING (C/B)</p>
6	Number and percent of program youth who OFFEND (long term)	<p>The number and percent of participating program youth who were arrested or seen at a juvenile court for a delinquent offense during the reporting period. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source.</p> <p>The number of youth tracked should reflect the number of program youth that are followed or monitored for arrests or offenses 6-12 months after exiting the program.</p> <p>A youth may be 'committed' to a juvenile facility anytime that he/she is held overnight.</p> <p>Certain jurisdictions refer to adjudications as 'sentences'. Other sentences may be community based sanctions, such as community service, probation etc.</p> <p>Example: A grantee may have several youth who exited the program 6-12 months ago, however, they are tracking only 100 of them, therefore, the 'A' value will be 100. Of these 100 program youth that exited the program 6-12 months ago, 65 had an arrest or delinquent offense during the reporting period, therefore the 'B' value should be recorded as 65. This logic should follow for 'C' and 'D' and 'E' values. The percent of youth offending measured long-term will be auto calculated in 'F'.</p>	<p>A. Total number of program youth who exited the program 6-12 months ago that you are tracking</p> <p>B. Of A, the number of program youth who had an arrest or delinquent offense during the reporting period</p> <p>C. Number of program youth who were committed to a juvenile facility during the reporting period</p> <p>D. Number of program youth who were sentenced to adult prison during the reporting period</p> <p>E. Number of youth who received another sentence during the reporting period</p> <p>F. Percent OFFENDING (B/A)</p>

#	OJJDP Core Measure	Definition	Data Grantee Reports
7	Number and percent of program youth who RE-OFFEND (short term)	<p>The number and percent of participating program youth who were arrested or seen at a juvenile court for a new delinquent offense during the reporting period. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source.</p> <p>The number of youth tracked should reflect the number of program youth that are followed or monitored for new arrests or offenses. Ideally this number should be all youth served by the program during the reporting period. Certain jurisdictions refer to adjudications as 'sentences'. Other sentences may be community based sanctions, such as community service, probation etc.</p> <p>Example: If I am tracking 50 program youth then the 'B' value would be 50. Of these 50 program youth that I am tracking, if 25 of them had a new arrest or had a new delinquent offense during the reporting period, then 'C' would be 25. This logic should follow for 'D', 'E', and 'F' values. The percent of youth re-offending measured short-term will be auto calculated in 'G'.</p>	<p>A. Total number of program youth served</p> <p>B. Number of program youth tracked during the reporting period</p> <p>C. Of B, number of program youth who had a new arrest or new delinquent offense during the reporting period</p> <p>D. Number of program youth who were recommitted to a juvenile facility during the reporting period</p> <p>E. Number of program youth who were sentenced to adult prison during the reporting period</p> <p>F. Number of youth who received another sentence during the reporting period</p> <p>G. Percent RECIDIVISM (C/B)</p>
8	Number and percent of program youth who RE-OFFEND (long term)	<p>The number and percent of participating program youth who were arrested or seen at a juvenile court for a new delinquent offense during the reporting period. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source.</p> <p>The number of youth tracked should reflect the number of program youth that are followed or monitored for new arrests or offenses 6-12 months after exiting the program. Certain jurisdictions refer to adjudications as 'sentences'. Other sentences may be community based sanctions, such as community service, probation etc.</p> <p>Example: A grantee may have several youth who exited the program 6-12 months ago, however, they are tracking only 100 of them for re-offenses, therefore, and the 'A' value will be 100. Of these 100 program youth that exited the program 6-12 months ago 65 had a new arrest or new delinquent offense during the reporting period, therefore the 'B' value should be recorded as 65. This logic should follow for 'C', 'D', and 'E' values. The percent of youth offending measured long-term will be auto calculated in 'F'.</p>	<p>A. Number of program youth who exited the program 6-12 months ago that you are tracking</p> <p>B. Of A, the number of program youth who had a new arrest or new delinquent offense during the reporting period</p> <p>C. Number of program youth who were recommitted to a juvenile facility during the reporting period</p> <p>D. Number of program youth who were sentenced to adult prison during the reporting period</p> <p>E. Number of youth who received another sentence during the reporting period</p> <p>F. Percent RECIDIVISM (B/A)</p>
9	Number and percent of program youth who are VICTIMIZED (short term)	<p>The measure determines the number of program youth who are harmed or adversely affected by someone else's criminal actions. Victimization can be physical or psychological; it also includes harm or adverse effects to youth's property.</p> <p>The number of youth tracked should reflect the number of program youth that are followed or monitored for victimization. Ideally this number should be all youth served by the program during the reporting period.</p> <p>Example: If I am tracking 50 program youth, then, the 'B' value would be 50. Of these 50 program youth that I am tracking, if 25 of them were victimized during the reporting period, then 'C' would be 25. The percent of youth who are victimized measured short-term will be auto calculated in 'D' based on 'B' and 'C' values.</p>	<p>A. Total number of program youth served</p> <p>B. Number of program youth tracked during the reporting period for victimization</p> <p>C. Of B, the number of program youth who were victimized</p> <p>D. Percent VICTIMIZED (C/B)</p>

#	OJJDP Core Measure	Definition	Data Grantee Reports
10	Number and percent of program youth who are VICTIMIZED (long term)	<p>The measure determines the number of program youth who are harmed or adversely affected by someone else's criminal actions. Victimization can be physical or psychological; it also includes harm or adverse effects to youth's property.</p> <p>The number of youth tracked should reflect the number of program youth that are followed or monitored for victimization 6-12 months after exiting the program.</p> <p>Example: A grantee may have several youth who exited the program 6-12 months ago, however, they are tracking only 100 of them, therefore, and the 'A' value will be 100. Of these 100 program youth that exited the program 6-12 months ago 65 had been victimized during the reporting period, therefore the 'B' value should be recorded as 65. The percent of youth who are victimized measured long-term will be auto calculated in 'C' based on 'A' and 'B' values.</p>	<p>A. Number of program youth who exited the program 6-12 months ago that you are tracking for victimization</p> <p>B. Of A, the number of program youth who were victimized during the reporting period</p> <p>C. Percent VICTIMIZED (B/A)</p>
11	Number and percent of program youth who are RE-VICTIMIZED (short term)	<p>The re-victimization measure counts the number of youth who experienced subsequent victimization. Victimization can be physical or psychological; it also includes harm or adverse effects to youth's property.</p> <p>The number of youth tracked should reflect the number of program youth that are followed or monitored for re-victimization. Ideally this number should be all youth served by the program during the reporting period.</p> <p>Example: If I am tracking 50 program youth, then, the 'B' value would be 50. Of these 50 program youth that I am tracking, if 25 of them were re-victimized during the reporting period, then 'C' would be 25. The percent of youth who are re-victimized measured short-term will be auto calculated in 'D' based on 'B' and 'C' values.</p>	<p>A. Total number of program youth served</p> <p>B. Number of program youth tracked during the reporting period for re-victimization</p> <p>C. Of B, the number of program youth who were re-victimized</p> <p>D. Percent RE-VICTIMIZED (C/B)</p>
12	Number and percent of program youth who are RE-VICTIMIZED (long term)	<p>The re-victimization measure counts the number of youth who experienced subsequent victimization. Victimization can be physical or psychological; it also includes harm or adverse effects to youth's property.</p> <p>The number of youth tracked should reflect the number of program youth that are followed or monitored for re-victimization 6-12 months after exiting the program.</p> <p>Example: If I am tracking 50 program youth, then, the 'A' value would be 50. Of these 50 program youth that I am tracking, if 25 of them were re-victimized during the reporting period, then 'B' would be 25. The percent of youth who are re-victimized measured long-term will be auto calculated in 'C' based on 'A' and 'B' values.</p>	<p>A. Number of program youth who exited the program 6-12 months ago that you are tracking for re-victimization</p> <p>B. Of A, the number of program youth who were re-victimized during the reporting period</p> <p>C. Percent RE-VICTIMIZED (B/A)</p>
13A	Substance use (short term)	<p>The number and percent of program youth who have exhibited a decrease in substance use during the reporting period.</p> <p>Self-report, staff rating, or urinalysis are most likely data sources.</p>	<p>A. Number of program youth served during the reporting period with the noted behavioral change</p> <p>B. Total number of youth receiving services for target behavior during the reporting period</p> <p>C. Percent (A/B)</p>
13A	Substance use (long term)	<p>The number and percent of program youth who exhibited a decrease in substance use 6-12 months after exiting the program.</p> <p>Self-report, staff rating, or urinalysis are most likely data sources.</p>	<p>A. Total number of youth who exited the program 6-12 months ago who had the noted behavioral change</p> <p>B. Total number of youth who received services for the target behavior and who exited the program 6-12 months ago</p> <p>C. Percent (A/B)</p>

#	OJJDP Core Measure	Definition	Data Grantee Reports
13B	Social competence (short term)	The number and percent of program youth who have exhibited a desired change in social competencies during the reporting period. Social competence is the ability to achieve personal goals in social interaction while simultaneously maintaining positive relationships with others over time and across situations. Self-report or staff ratings are the most likely data sources.	A. Number of program youth served during the reporting period with the noted behavioral change B. Total number of youth receiving services for the target behavior during the reporting period C. Percent (A/B)
13B	Social competence (long term)	The number and percent of program youth who exhibited a desired change in social competencies 6-12 months after exiting the program. Social competence is defined as the ability to achieve personal goals in social interaction while simultaneously maintaining positive relationships with others over time and across situations. Self-report or staff ratings are the most likely data sources.	A. Total number of youth who exited the program 6-12 months ago who had the noted behavioral change B. Total number of youth who received services for the target behavior and who exited the program 6-12 months ago C. Percent (A/B)
13C	School attendance (short term)	The number and percent of program youth who have exhibited a desired change in school attendance during the reporting period. Self-report or official records are the most likely data sources.	A. Number of program youth served during the reporting period with the noted behavioral change B. Total number of youth receiving services for the target behavior during the reporting period C. Percent (A/B)
13C	School attendance (long term)	The number and percent of program youth who exhibited a desired change in school attendance 6–12 months after exiting the program. Self-report or official records are the most likely data sources.	A. Total number of youth who exited the program 6-12 months ago who had the noted behavioral change B. Total number of youth who received services for the target behavior and who exited the program 6-12 months ago C. Percent (A/B)
13D	GPA (short term)	The number and percent of program youth who have exhibited a desired change in GPA during the reporting period. Self-report or official records are the most likely data sources.	A. Number of program youth served during the reporting period with the noted behavioral change B. Total number of youth receiving services for target behavior during the reporting period C. Percent (A/B)
13D	GPA (long term)	The number and percent of program youth who exhibited a desired change in GPA 6-12 months after exiting the program. Self-report or official records are the most likely data sources.	A. Total number of youth who exited the program 6-12 months ago who had the noted behavioral change B. Total number of youth who received services for the target behavior and who exited the program 6-12 months ago C. Percent (A/B)
13E	GED (short term)	The number and percent of program youth who earned their GED during the reporting period. Self-report or staff ratings are the most likely data sources.	A. Number of program youth served during the reporting period with the noted behavioral change B. Total number of youth receiving services for target behavior during the reporting period C. Percent (A/B)
13E	GED (long term)	The number and percent of program youth who earned their GED 6-12 months after exiting the program. Self-report or staff ratings are the most likely data sources.	A. Total number of youth who exited the program 6-12 months ago who had the noted behavioral change B. Total number of youth who received services for the target behavior and who exited the program 6-12 months ago C. Percent (A/B)
13F	High School Completion (short term)	The number of youth who have completed High School during the reporting period. Program records are the preferred data source.	A. Number of program youth served during the reporting period with the noted behavioral change B. Total number of youth receiving services for target behavior during the reporting period C. Percent (A/B)

#	OJJDP Core Measure	Definition	Data Grantee Reports
13F	High School Completion (long term)	The number and percent of program youth who exhibited an increase in high school completion 6-12 months after exiting the program. Program records are the preferred data source.	A. Total number of youth who exited the program 6-12 months ago who had the noted behavioral change B. Total number of youth who received services for the target behavior and who exited the program 6-12 months ago C. Percent (A/B)
13G	Job Skills (short term)	The number and percent of program youth who exhibited an increase in job skills during the reporting period. Self-report or staff rating is most likely data source.	A. Number of program youth served during the reporting period with the noted behavioral change B. Total number of youth receiving services for target behavior during the reporting period C. Percent (A/B)
13G	Job Skills (long term)	The number and percent of program youth who exhibited an increase in job skills 6-12 months after exiting the program. Self-report or staff rating is most likely data source.	A. Total number of youth who exited the program 6-12 months ago who had the noted behavioral change B. Total number of youth who received services for the target behavior and who exited the program 6-12 months ago C. Percent (A/B)
13H	Employment status (short term)	The number of program youth who have exhibited an improvement in employment status during the reporting period. Self-report or staff ratings are most likely data sources.	A. Number of program youth served during the reporting period with the noted behavioral change B. Total number of youth receiving services for target behavior during the reporting period C. Percent (A/B)
13H	Employment status (long term)	The number and percent of program youth who exhibited an improvement in employment status 6-12 months after exiting the program. Self-report or staff ratings are most likely data sources.	A. Total number of youth who exited the program 6-12 months ago who had the noted behavioral change B. Total number of youth who received services for the target behavior and who exited the program 6-12 months ago C. Percent (A/B)
13I	Family relationships (short term)	The number and percent of program youth who have exhibited a desired change in family relationships during the reporting period. Such changes are positive ones that could be related to increased positive interaction with family members. Examples are improved communication and increased emotional and practical support. Self-report or staff ratings are the most likely data sources.	A. Number of program youth served during the reporting period with the noted behavioral change B. Total number of youth receiving services for target behavior during the reporting period C. Percent (A/B)
13I	Family relationships (long term)	The number and percent of program youth who have exhibited a desired change in family relationships 6-12 months after exiting the program. Such changes are positive ones that could be related to increased positive interaction with family members. Examples are improved communication and increased emotional and practical support. Self-report or staff ratings are the most likely data sources.	A. Total number of youth who exited the program 6-12 months ago who had the noted behavioral change B. Total number of youth who received services for the target behavior and who exited the program 6-12 months ago C. Percent (A/B)
13J	Antisocial behavior (short term)	The number and percent of program youth who have exhibited a desired change in antisocial behavior during the reporting period. Antisocial behavior is a pervasive pattern of behavior that displays disregard for and violation of the rights of others, societal mores, or the law (such as deceitfulness, irritability, fighting, disruptive behavior, consistent irresponsibility, lack of remorse, or failure to conform to social norms). Self-report or staff ratings are the most likely data sources.	A. Number of program youth served during the reporting period with the noted behavioral change B. Total number of youth receiving services for the target behavior during the reporting period C. Percent (A/B)

#	OJJDP Core Measure	Definition	Data Grantee Reports
13J	Antisocial behavior (long term)	The number and percent of program youth who exhibited a desired change in antisocial behavior 6–12 months after exiting the program. Antisocial behavior is a pervasive pattern of behavior that displays disregard for and violation of the rights of others, societal mores, or the law (such as deceitfulness, irritability, fighting, disruptive behavior, consistent irresponsibility, lack of remorse, or failure to conform to social norms). Self-report or staff ratings are the most likely data sources.	A. Total number of youth who exited the program 6-12 months ago who had the noted behavioral change B. Total number of youth who received services for the target behavior and who exited the program 6-12 months ago C. Percent (A/B)
13K	Gang resistance/ involvement (short term)	The number and percent of program youth who have exhibited a desired change in gang resistance behavior during the reporting period. Self-report or staff ratings are the most likely data sources.	A. Number of program youth served during the reporting period with the noted behavioral change B. Total number of youth receiving services for the target behavior during the reporting period C. Percent (A/B)
13K	Gang resistance/ involvement (long term)	The number and percent of program youth who exhibited a desired change in gang resistance behavior 6–12 months after exiting the program. Self-report or staff ratings are the most likely data sources.	A. Total number of youth who exited the program 6-12 months ago who had the noted behavioral change B. Total number of youth who received services for the target behavior and who exited the program 6-12 months ago C. Percent (A/B)

In addition to the mandatory core performance measures, sub-recipients will be required to report on at least one output measure from the following options based on federal purpose area. The applicant should include the output measure(s) that will be if the proposal is awarded.

PURPOSE AREA: ACCOUNTABILITY-BASED PROGRAMS

#	Output Measure	Definition	Data Grantee Reports
293	Number and percent of staff trained in accountability programming	Determine system accountability based on the idea that for the process to be useful, staff must be trained to use it. Appropriate for most grantees under this purpose area. Report the raw number of staff that have received any amount of formal training about accountability programming (include both general information and agency specific information). Training can be in any format or medium as long as its receipt can be verified. Training can be from any source as long as it was at least facilitated by the JABG/Tribal JADG funds. Percent is the raw number divided by the total number of grantee staff.	A. Number of staff trained B. Number of staff C. Percent (A/B)
294	Number of hours of training about accountability programming offered	Determine system accountability based on the idea that for the process to be useful, staff must be trained to use it. Appropriate for most grantees under this purpose area. Report the raw number of hours of training provided. Training can be in any format or medium as long as it can be verified that staff were aware of the training and were able to avail themselves of it (e.g., it was not cost prohibitive or offered at a time that conflicted with other necessary duties). Training can be from any source as long as it was at least facilitated by the JABG/Tribal JADG funds.	A. Number of hours of training offered

#	Output Measure	Definition	Data Grantee Reports
295	Number of accountability programs in operation	Measure of program implementation. Appropriate for grantees that have accountability programs in operation. Report the number of different accountability programs that are operational (e.g., serving clients). Include programs that are partially and fully operational. Different programs would be those, for example, that offer different services, serve different populations, have different procedures or criteria for inclusion or operation, or are run by different people/agencies/organizations.	A. Number of accountability programs operating
296	Number and percent of justice agencies providing accountability programming	Measure of system accountability. Appropriate for grantees that encompass multiple justice agencies. For example, a county justice system, a county government, or a service provider that works throughout the entire justice system. Report the raw number of different justice agencies that have at least one operational accountability program. Percent is the raw number divided by the total number of justice agencies in the local area (e.g., if the grantee is a county, the divisor would be the total number of justice agencies in the county).	A. Number of agencies with an operational accountability program B. Number of justice agencies C. Percent (A/B)
297	Number of accountability program slots	Determine program scope. Appropriate for programs that offer accountability programming. Report the raw number of accountability programming slots that the program has at any one time. Include both services directly delivered by the program and services that youth have access to through the program. For example, if a program can process victim impact statements for 5 juvenile offenders and serve 25 youth through a victim empathy class, the number of slots would be 30.	A. Number of accountability slots
298	Number of people trained during the reporting period	This measure represents the number of people trained during the reporting period. The number is the raw number of people receiving any formal training relevant to the program or their position as program staff. Include any training from any source or medium received during the reporting period as long as receipt of training can be verified. Training does not have to have been completed during the reporting period. Preferred data source is program records.	A. Number of people trained
299	Number of training requests RECEIVED	This measure represents the number of training requests received during the reporting period. Requests can come from individuals or organizations served.	A. Number of training requests received during the reporting period.
300	Number of technical assistance requests RECEIVED	This measure represents the number of technical assistance requests received during the reporting period. Requests can come from individuals or organizations served.	A. Number of technical assistance requests received during the reporting period
301	Number of program materials developed during the reporting period	This measure represents the number of program materials that were developed during the reporting period. Include only substantive materials such as program overviews, client workbooks, lists of local service providers. Do not include program advertisements or administrative forms such as sign-in sheets or client tracking forms. Count the number of pieces developed. Program records are the preferred data source	A. Number of program materials developed
302	Number of planning or training events held during the reporting period	This measure represents the number of planning or training activities held during the reporting period. Planning and training activities include creation of task forces or inter-agency committees, meetings held, needs assessments undertaken, etc. Preferred data source is program records.	A. Number of planning or training activities held during the reporting period

#	Output Measure	Definition	Data Grantee Reports
303	Percent of those served by training and technical assistance (TTA) who reported implementing an evidence based program and/or practice during or after the TTA.	Number and percent of programs served by TTA that reported implementing an evidence-based program / and or practice during or after the TTA. Evidence based programs and practices include program models that have been shown, through rigorous evaluation and replication, to be effective at preventing or reducing juvenile delinquency or related risk factors, such as substance use.	A. Number of programs served by TTA that reported using an evidence-based program and / or practice. B. Number of programs served by TTA C. Percent of programs served by TTA that report using an evidence-based program and / or practice (A/B)
304	Percent of people exhibiting an increased knowledge of the program area during the reporting period	This measure represents the number of people who exhibit an increased knowledge of the program area after participating in training. Use of pre and posttests is preferred.	A. Number of people exhibiting an increase in knowledge post-training. B. Number of people trained during the reporting period. C. Percent of people trained who exhibited increased knowledge (A/B)
305	Number of program policies changed, improved, or rescinded during the reporting period	This measure represents the number of cross-program or agency policies or procedures changed, improved, or rescinded during the reporting period. A policy is a plan or specific course of action that guides the general goals and directives of programs and/or agencies. Include policies that are relevant to the topic area of the program or that affect program operations. Preferred data source is program records.	A. Number of programs policies changed during the reporting period B. Number of programs policies rescinded during the reporting period
306	Percent of organizations reporting improvements in operations based on training and technical assistance (TTA).	The number and percent of organizations reporting improvements in operations as a result of TTA one to six months post-service.	A. The number of organizations reporting improvements in operations as a result of TTA one to six months post-service B. The total number of organizations served by TTA during the reporting period C. Percent of organizations reporting improvements (A/B)
307	Number of supervision meetings per youth per month	Measure of program quality. Appropriate for grantees with operational accountability programs. Report the average number of times participating youth met with a representative of the justice system in the preceding month. Depending on the program, it may be youths' probation or parole officer, a specialty court judge, or the staff at the detention or day reporting center that monitors youths' progress towards fulfilling their justice requirements.	A. Average number of supervision meetings per youth per month
308	Time in days from offender intake into the accountability program to receipt of a sanctions schedule	Measure of system accountability. Appropriate for grantees with operational accountability programs. Report the average number of calendar days from youth intake in the accountability program to their receiving a sanctions schedule. Intake can include things like signing a participation agreement or assignment of a program case specialist.	A. Average number of calendar days from enrollment to receipt of a sanctions schedule
309	Number and percent of youth with a behavioral contract developed at their intake into the accountability program	Determine whether graduated sanctions are being used as intended with the development of behavioral contract at youth intake. This measures system accountability. Appropriate for all programs implementing graduated sanctions. Report raw number of youth in graduated sanctions programs that had a behavioral contract developed when they entered the program. Percent is calculated by dividing the number of youth with a contract developed at intake by the total number of youth to enter the accountability program.	A. Number of youth with a behavioral contract at intake B. Number of youth to enter the program C. Percent (A/B)

#	Output Measure	Definition	Data Grantee Reports
310	Average time in hours from infraction to sanction	Measure of system accountability. Appropriate for grantees with operational accountability programs. Report the average number of hours from when a youth does something that violates the behavioral contract, the program rules, school behavior rules or guidelines to that youth receiving a sanction. Include only closed cases (i.e., those in which a sanction has been administered or the case dismissed).	A. Average number of hours from infraction to sanction
311	Number and percent of sanctions that are successfully contested by youth or their families	Measure of program accountability based on the idea that procedures for contesting sanctions are a vital part of accountability programming. Appropriate for grantees with operational accountability programs. Report the raw number of sanctions that are overturned, reversed, or revised. Percent is the raw number divided by the total number of sanctions enacted.	A. Number of sanctions successfully contested B. Number of sanctions imposed C. Percent (A/B)
312	Number and percent of youth referrals across departments, organizations, agencies or units	Measure of system collaboration. Appropriate for grantees that work with other agencies to provide client services. Report the raw number of client referrals (to or from the grantee) that involve other departments, organizations, agencies, or units). Percent is the raw number divided by the total number of client referrals.	A. Number of cross-agency client referrals B. Number of client referrals C. Percent (A/B)
313	Number and percent of eligible youth entering an accountability program	Measure of system accountability based on the idea that the system should meet the identified need for service. Appropriate for grantees that oversee youth, such as court systems or probation departments. Report the raw number of youth enrolled in accountability programs during any part of the reporting period. Percent is the raw number divided by the total number of youth processed by the grantee during any part of the reporting period that met the criteria for inclusion into an accountability program (e.g., they were not arrested for an excluded crime).	A. Number of youth in accountability programs B. Number of youth processed by grantee C. Percent (A/B)
314	Number and percent of youth to receive aftercare services	Measure of system accountability. Appropriate for operational accountability programs or grantees that oversee youth (e.g., case managers, probation, or parole officer) who participate in accountability programming. Report the raw number of youth to receive aftercare programming as part of the accountability program. Percent is the raw number divided by the total number of youth to participate in an accountability program.	A. Number of youth to receive aftercare B. Number of youth to participate in an accountability program C. Percent (A/B)
315	Average percent of days youth received treatment/services	Measure of system accountability and program implementation. Appropriate for grantees with operational accountability programs. Report the average number of calendar days that youth receive an accountability program treatment or service divided by the total number of days they were enrolled in the program. Include clinical, non-clinical, and supervision treatment services.	A. Average number of days youth receive a service B. Average number of days youth are enrolled in accountability programming C. Percent (A/B)
316	Number and percent of youth assigned to alternatives to detention	Measure of system accountability based on the idea that youth should not be placed in detention unnecessarily. Appropriate for grantees with operational accountability programs. Report the raw number of program youth who were assigned to an alternative to detention that, without the program, would have been assigned to detention. Percent is the raw number divided by the raw number plus the number of youth assigned to detention.	A. Number of youth assigned to alternatives to detention B. Number of youth to receive detention C. Percent (A/(A+B))
317	Average number of days of program participation per youth	Measure of program scope. Appropriate for grantees with operational accountability programs. Report the average number of calendar days youth participate in the program (i.e., from intake to completion). Include both clients who complete successfully and those who do not.	A. Average number of days youth are enrolled in the program

PURPOSE AREA: RESTORATIVE JUSTICE

#	Output Measure	Definition	Data Grantee Reports
370	Number of different restorative justice programs implemented	Measure of program implementation. Appropriate for grantees that administer more than one restorative justice program. Report the maximum number of different restorative justice programs in operation simultaneously. Different implies that the programs either employ different techniques or activities, target different populations, or have different goals	A. Number of different restorative justice programs in operation
371	Number and percent of youth to participate in any of the following events: victim offender mediation/dialogue; family group conferencing; peacemaking circles; restitution; personal services to victims; community service; apologies; victim/community impact panels; community/neighborhood impact statements; victim empathy groups/classes	Measure of program operation. Appropriate for most restorative justice programs. Report the raw number of youth to participate in any of the following events: victim offender mediation/dialogue; family group conferencing; peacemaking circles; restitution; personal services to victims; community service; apologies; victim/community impact panels; community/neighborhood impact statements; victim empathy groups/classes. Percent is the raw number divided by the number of youth served by the slots	A. Number of youth to participate in any of the listed events B. Number of youth served by grantee C. Percent (A/B)
372	Amount of funds allocated to restorative justice programming	Determine the distribution of the money. Appropriate for any project paying for restorative justice programming. Report the raw dollar amount of JABG/Tribal JADG funds spent on restorative justice programming.	A. Number of dollars spent on restorative justice programming
373	Number of restorative justice program slots	Determine program scope. Appropriate for programs that offer restorative justice programming. Report the raw number of restorative justice programming slots that the program has at any one time. Include both programs directly delivered by the grantee as well as programs that youth have access to through the grantee. For example, if a program can process victim impact statements for 5 juvenile offenders and serve 25 youth through a victim empathy class, the number of slots would be 30.	A. Number of restorative justice slots
374	Number of hours of restorative justice training offered to justice staff by type (orientation, continuing education, cross training with community-based organizations)	Measure of infrastructure. Appropriate for programs whose staff offer restorative justice programming. Report the raw number of hours of training offered about restorative justice (by topic). Include in-house and external training and any training medium (classes, observations, online, etc.) as long as it can be verified that staff were aware of the training opportunity and were able to avail themselves of it (e.g., the training was not cost prohibitive or offered at a time that conflicted with other necessary duties). Include training that started during the reporting period even if the training did not conclude before the end of the period.	A. Number of hours of orientation training offered B. Number of hours of continuing education training offered C. Number of hours of cross training offered
375	Number of hours of community outreach about restorative justice programming	Measure of infrastructure. Appropriate for programs that offer or promote restorative justice programming. Report the number of hours of outreach activities conducted by staff or on behalf of staff. For example, if someone made a presentation at a PTA meeting for 1 hour, count 1 hour plus travel and administration time; if someone dropped off flyers at a PTA meeting, count the actual time spent delivering the flyers.	A. Number of hours of community outreach about restorative justice programming

#	Output Measure	Definition	Data Grantee Reports
376	Number of training requests RECEIVED	This measure represents the number of training requests received during the reporting period. Requests can come from individuals or organizations served.	A. Number of training requests received during the reporting period.
377	Number of technical assistance requests RECEIVED	This measure represents the number of technical assistance requests received during the reporting period. Requests can come from individuals or organizations served.	A. Number of technical assistance requests received during the reporting period
378	Number of program materials developed during the reporting period	This measure represents the number of program materials that were developed during the reporting period. Include only substantive materials such as program overviews, client workbooks, lists of local service providers. Do not include program advertisements or administrative forms such as sign-in sheets or client tracking forms. Count the number of pieces developed. Program records are the preferred data source	A. Number of program materials developed
379	Number of planning or training events held during the reporting period	This measure represents the number of planning or training activities held during the reporting period. Planning and training activities include creation of task forces or inter-agency committees, meetings held, needs assessments undertaken, etc. Preferred data source is program records.	A. Number of planning or training activities held during the reporting period
380	Number of people trained during the reporting period	This measure represents the number of people trained during the reporting period. The number is the raw number of people receiving any formal training relevant to the program or their position as program staff. Include any training from any source or medium received during the reporting period as long as receipt of training can be verified. Training does not have to have been completed during the reporting period. Preferred data source is program records.	A. Number of people trained
381	Percent of those served by training and technical assistance (TTA) who reported implementing an evidence based program and/or practice during or after the TTA.	Number and percent of programs served by TTA that reported implementing an evidence-based program / and or practice during or after the TTA. Evidence based programs and practices include program models that have been shown, through rigorous evaluation and replication, to be effective at preventing or reducing juvenile delinquency or related risk factors, such as substance use.	A. Number of programs served by TTA that reported using an evidence-based program and / or practice. B. Number of programs served by TTA C. Percent of programs served by TTA that report using an evidence-based program and / or practice (A/B)
382	Number of program policies changed, improved, or rescinded during the reporting period	This measure represents the number of cross-program or agency policies or procedures changed, improved, or rescinded during the reporting period. A policy is a plan or specific course of action that guides the general goals and directives of programs and/or agencies. Include policies that are relevant to the topic area of the program or that affect program operations. Preferred data source is program records.	A. Number of programs policies changed during the reporting period B. Number of programs policies rescinded during the reporting period
383	Percent of organizations reporting improvements in operations based on training and technical assistance		A. Number of organizations that receive training and technical assistance during the reporting period B. Number of those served by TTA during the reporting period

#	Output Measure	Definition	Data Grantee Reports
384	Percent of people exhibiting an increased knowledge of the program area during the reporting period	This measure represents the number of people who exhibit an increased knowledge of the program area after participating in training. Use of pre and posttests is preferred.	A. Number of people exhibiting an increase in knowledge post-training. B. Number of people trained during the reporting period. C. Percent of people trained who exhibited increased knowledge (A/B)
385	Percent of organizations reporting improvements in operations based on training and technical assistance (TTA).	The number and percent of organizations reporting improvements in operations as a result of TTA one to six months post-service.	A. The number of organizations reporting improvements in operations as a result of TTA one to six months post-service B. The total number of organizations served by TTA during the reporting period C. Percent of organizations reporting improvements (A/B)
386	Number and percent of times restorative justice is part of case dispositions of juvenile offenders	Measure of system accountability. Appropriate for entities that use restorative justice programming such as courts (whether they actually deliver it themselves or not). Report the raw number of case dispositions that include restorative justice programming. Percent is the raw number divided by the number of case dispositions. Include diversion, formal adjudications, warrant hearings, and all other methods of resolving cases against juvenile offenders.	A. Number of case dispositions that include restorative justice B. Number of case dispositions C. Percent (A/B)
387	Number and percent of target youth to receive restorative justice programming	Measure of system accountability. Appropriate for entities that use restorative justice programming (whether they actually deliver it themselves or not). Report the raw number of youth to participate in restorative justice programming. Percent is the raw number divided by the total number of youth served by the grantee.	A. Number of youth to participate in restorative justice B. Number of youth served C. Percent (A/B)
388	Number of different restorative justice sanctioning options available	Determine coverage of the restorative justice approach. Most appropriate for grantees implementing or referring youth to restorative justice programming. Report raw number of different restorative justice sanctions available. Different implies that the programs either employ different techniques or activities, target different populations, or have different goals.	A. Number of restorative justice sanctions options available
389	Number and percent of offenses for which restorative justice is an option	Determine coverage of the restorative justice approach. Most appropriate for programs that refer youth to restorative justice programs. Report the raw number of juvenile justice offenses (criminal, statutory or civil) for which restorative justice programming may be considered as an option. Percent is the raw number divided by the total number of offenses on the books.	A. Number of offenses for which restorative justice is an option B. Number of offenses on the books C. Percent (A/B)
390	Number and percent of crime victims to participate in restorative justice programming	Measure of system accountability. Appropriate for entities that use restorative justice programming (whether they actually deliver it themselves or not). Report the raw number of victims of juvenile crime to participate in restorative justice programming. Percent is the raw number divided by the total number of victims processed by the grantee.	A. Number of crime victims to participate in restorative justice B. Number of crime victims C. Percent (A/B)
391	Average time in hours from crime report to first contact between victim and victim advocate	Measure of system accountability. Appropriate for grantees that deliver or oversee restorative justice programming. Report the average number of hours from a crime being reported to the crime victim being contacted by a victim advocate (e.g., staff who work to restore the victim rather than staff who work to legally process the crime).	A. Average number of hours from crime to first contact with a victim advocate

#	Output Measure	Definition	Data Grantee Reports
392	Average time in hours spent by victims' advocates with victims	Measure of system accountability. Appropriate for grantees that deliver or oversee restorative justice programming. Report the average number of hours that victim advocates spend with crime victims from first encounter through their last encounter. Include any form of direct contact such as in-person meetings, telephone calls, or e-mails.	A. Average number of hours victim advocates spend with each victim
393	Average number of contacts between victim and victim advocate	Measure of system accountability. Appropriate for grantees that deliver or oversee restorative justice programming. Report the average number of times that victim advocates contact crime victims from first encounter through their last encounter. Include any form of direct contact such as in-person meetings, telephone calls or messages, letters, or e-mails.	A. Average number of times victim advocates contact victims
394	Number and percent of cases in which victims had input into the offender's disposition	Measure of system accountability. Most appropriate for court units or other entities that process juvenile justice cases. Report the raw numbers of cases in which victims were able to have input into an offender's sentence. Include making victim impact statements, defining the restitution owed, or other forms of affecting the resolution of a juvenile justice case. Percent is the raw number divided by the number of cases processed.	A. Number of cases in which victims had input into offender disposition B. Number of cases processed C. Percent (A/B)
395	Number and percent of cases in which community members had input into the offender's sentence	Measure of system accountability. Most appropriate for court units or other entities that process juvenile justice cases. Report the raw number of cases in which community members (i.e., not the victim(s) of the crime or family member of the offender) were able to have input into an offender's sentence. Include making community impact statements, defining the restitution owed, or other forms of affecting the resolution of a juvenile justice case. Percent is the raw number divided by the number of cases processed.	A. Number of cases in which community members had input into the offender disposition B. Number of cases processed C. Percent (A/B)
396	Number and percent of ordered and actual offenders to pay monetary restitution	Measure of youth accountability. Appropriate for restorative justice programs or those using restorative justice principles. Report the raw number of offenders ordered to pay monetary restitution and the raw number to pay, at least some, restitution. Percent ordered is the raw number ordered divided by the number of youth processed by the grantee. Percent to comply is the raw number to pay divided by the number of youth ordered to pay restitution.	A. Number of offenders ordered to pay restitution B. Number of offenders that pay restitution C. Number of offenders processed D. Percent ordered (A/C) E. Percent to comply (B/A)
397	Number and percent of offenders to receive skills building training	Measure of youth accountability. Appropriate for pre-release and post-release programs. Report the raw number of offenders to actually attend skills building training as part of their pre-release and post-release program (include offenders that complete at least part of the training). Percent is the raw number divided by the total number of offenders whose cases are handled by the grantee. Do not include educational programs required by the state.	A. Number of offenders to receive skills-building training B. Number of offenders handled C. Percent (A/B)
398	Number and percent of youth to successfully complete their restorative justice requirements	Measure of youth accountability. Appropriate for restorative justice programs or using restorative justice principles. Report the raw number of offenders to successfully fulfill the requirements of the restorative justice program in which they are participating. Percent is the raw number divided by the total number of offenders who participate in restorative justice programming.	A. Number of youth to successfully complete their restorative justice requirements B. Number of youth to have restorative justice requirements C. Percent (A/B)

VIII. AVAILABILITY OF FUNDS

Funding for this application comes from the Juvenile Accountability Block Grant (JABG) program. Budgets must be clear and specific. Budgets must reflect one year of spending and, where applicable, be adjusted to reflect actual start dates, furlough/service reduction days, and holidays. The grant cycle will reflect twelve (12) months, July 1, 2013 to June 30, 2014.

The justification sections must contain brief statements that explain each line item and their relevance to the project's goals and objectives. **Do not state "See Narrative, Goals, or Objectives"**. GOCCP reserves the right to reduce budgets.

Funds may not be used to supplant (i.e., replace) existing budgets/expenditures. **A ten percent (10%) non-federal cash match is required.** This cash match requirement is calculated using the total program cost. It is required that all matching items/services occur during the grant period.

Calculating Cash Match:

Refer to the Grant Match Calculator located on the GOCCP website: www.goccp.maryland.gov (select Grant and Programs, Grantee's Area, Grantee's Toolbox). Direct link to match calculator: <http://www.goccp.maryland.gov/grants/grantee-toolbox.php>.

The following provisions apply to match requirements:

- The sub-recipient must satisfy the match requirement with cash match only:
 - CASH (e.g., **funds contributed** from private sources or State and local governments such as a portion of someone's salary)
- Funds from other Federal sources may not be used to meet the match requirement.
- Funds used as match must be directly related to the project goals and objectives.
- Sub-recipients must maintain records which clearly show the source, the amount, and the timing of all matching contributions.
- Sources of match are restricted to the same requirements as funds allocated under the federal program and must be documented in the same manner as federal program funds, including financial and programmatic reports.

X. TECHNICAL ASSISTANCE TRAINING

To help applicants prepare and submit applications that reflect GOCCP's established guidelines and procedures, two training sessions will be held. Both days will cover the same material therefore it is not necessary to attend both. The training on **March 12, 2013** will be held at the Maryland Police and Correctional Training Commission (PCTC) at 6842 4th Street, Sykesville, MD 21784 and the training on **March 18, 2013** will be held at the Maryland Department of Transportation at 7201 Corporate Center Drive, Hanover, MD 21076. It is strongly encouraged that all prospective applicants attend this training. Online registration is required and can be completed at www.goccp.maryland.gov.

XI. SUBMISSION PROCESS

Applicants are required to apply via the GOCCP online Grants Management System (GMS, www.goccp.maryland.gov/gms). There are instructional videos and downloadable GMS instruction manuals available online at www.goccp.maryland.gov/gms-training.

In addition to the instruction manual, the GMS contains numerous interactive help buttons. Throughout the system, clicking on a blue question mark button will open an information pop-up box. If you require technical assistance with accessing the online application system, contact the GOCCP Information Technology Department at 410-821-2828 or via email at ITDepartment@goccp.state.md.us.

In order to use the GOCCP application system, you must have a User Account.

- All users must be associated with an Organization in the GMS.
- Organizations that are required to pass grant applications through their Executive Office, Mayor's Office, or Board of Commissioners, etc. may not be the Applicant Agency, only the Implementing Agency.

Login credentials may be reset via the GMS login page by clicking on the "Forgot Password?" link. To set up login credentials, users, or organizations, send an email request to GMSsupport@goccp.state.md.us.

Once you have logged into the GMS, you will see a list of available solicitations on the Home tab. To apply for JABG funding, click the apply button in the "Available Funding" dashboard.

In addition to the online submission, you must submit three (3) hard copy original applications generated by the GMS (bearing original signatures in blue ink for the certifications and anti-lobbying documents). If you need assistance with application requirements, please contact Jessica Winpigler at 410-821-2824 or JWinpigler@goccp.state.md.us.

DO NOT e-mail your grant application to GOCCP. Grant applications or unsolicited amendments to applications arriving after the closing date and time will not be considered. Additionally, proposals submitted by fax will not be accepted.

**Reminder: Electronic filing for this grant opportunity is mandatory.
-PLEASE NO BINDERS OR FOLDERS-**

All of the aforementioned documents must be submitted to GOCCP no later than 3:00 PM on April 16, 2013. Electronic submission must be completed by 3:00 p.m. on April 11, 2013.

XII. ADDITIONAL APPLICATION INFORMATION

A. Role of the GOCCP Staff

The staff of GOCCP will assist the Grant Review Team in evaluating the applications submitted and determining the availability of funds for each proposal. If awarded, GOCCP Regional Monitor's will be responsible for providing technical assistance to the grant award recipients. The Regional Monitor will conduct active program monitoring and site visits to view the implementation of funded programs and to document compliance with all applicable funding conditions.

All applicants will be notified in writing of the outcome of the application after a final decision has been made.

B. Distribution of Funds & Reporting Requirements

GOCCP will distribute funds to recipients on a quarterly reimbursement of expenditures basis in conjunction with the timely submission of corresponding quarterly Fiscal and Programmatic Reports. Reports must be submitted via both signed hardcopy and the GOCCP online GMS.

All programmatic reports are due within 15 days of the end of each quarter; financial reports are due within 30 days of the end of each quarter.

C. Multiple Applications

Multiple proposals may be submitted from a single applicant for each of the JABG purpose areas. Each proposal should focus on one activity; multi-program proposals will not be accepted.

D. Electronic Funds Transfer (EFT)

The EFT is a direct deposit process that allows the State of Maryland to pay vendors/sub-recipients in a more timely manner. This process also removes the need for paper checks, which take longer to process. GOCCP *strongly encourages* the use of the EFT. To obtain the appropriate **form**, the address to submit the form, and a general overview, including FAQ's, refer to the following website:

[http://compnet.comp.state.md.us/General_Accounting_Division/Vendors/Electronic Funds Transfer/](http://compnet.comp.state.md.us/General_Accounting_Division/Vendors/Electronic_Funds_Transfer/)

XIII. APPLICATION WORKSHEET

Notice to All Applicants:

The information collected on the grant application form is collected for the purposes of the Governor's Office of Crime Control & Prevention's (GOCCP) function under Executive Order 01.01.2005.36. Failure to provide all of this information may result in the denial of your application for funding. GOCCP is a government entity; upon submission, this application is considered public information. GOCCP does not sell collected grant information. Under the Maryland Public Information Act (PIA) (MD State Government Code Ann. 10-617 (h)(5)), you may request in writing to review grant award documentation. Please send those requests to GOCCP, 300 E. Joppa Rd., Suite 1105, Baltimore, MD 21286-3016.

General Instructions:

Applicant is required to submit proposals via GOCCP's GMS: www.goccp.maryland.gov/gms. Additionally, one signed, original hardcopy and 3 copies must be sent to the address on the front of this NOFA. The hardcopy application must be generated by the online software and both the Certifications and Anti-Lobbying documents must be signed (in blue ink) by the Applicant Agency's Authorized Official.

A. Face Sheet Tab Instructions

PROJECT TITLE

The project title should be brief, precise, and reflect what is being funded. See Section V-A.

APPLICANT AGENCY

The unit of local government (county, city, town, or township) or State agency that is eligible to apply for grant funding (See NOFA for Eligible Applicants). Full details about the Applicant Agency (Federal ID, DUNS, etc.) may be viewed by clicking the corresponding underlined organization field. If any information needs to be revised, contact changes@goccp.state.md.us.

If your Government, Township, or Board of Commissioners mandates that the County Executive, Mayor, or Commissioner sign all grant award documents (for all subordinate agencies) then your Government, Township, or Board of Commissioners MUST be the APPLICANT Agency.

AUTHORIZED OFFICIAL

You may view the contact information for either agency's Authorized Official by clicking their underlined name. A popup box will appear after clicking their name. Procedures for revising an agency's authorized official can be obtained by contacting changes@goccp.state.md.us.

IMPLEMENTING AGENCY

The name of the entity that is responsible for the actual operation of the project. Full details about the Implementing Agency (Federal ID, DUNS, etc) may be viewed by clicking the corresponding underlined organization field. Contact changes@goccp.state.md.us to make any revisions.

'Is service site?' CHECKBOX

Clicking these checkboxes automatically adds the Applicant and/or Implementing Organization to the Service Site tab.

PROPOSED START/END DATES

Indicate the desired start and end dates for the project. **Start and end date are determined by the parameters of the NOFA** and are filled in automatically. Projects may not exceed 12 months or commence before the NOFA defined start date.

PREPARER INFORMATION

Enter the Name of the person completing the application and their phone number.

B. Officers Tab Instructions

To add a new officer or contact to the GMS, contact changes@goccp.state.md.us.

PROJECT DIRECTOR

Select the person who will be responsible for oversight and administration of the project on behalf of the applicant. Selections are limited to implementing/applicant agency personnel in the GMS.

FISCAL OFFICER

Select the person who will be responsible for financial reporting and record keeping for the project. You may select any contact currently in the GMS. Use the search windows to search by last name, organization, and/or job title.

CIVIL RIGHTS CONTACT

Select the agency's point of contact for handling internal civil rights violation complaints (usually a Human Resources Manager). You may select any contact currently in the GMS. Use the search windows to search by last name, organization, and/or job title. If the person you need to select is not in the system, provide the necessary information listed at www.goccp.maryland.gov/grants/access-to-gms.php to changes@goccp.state.md.us.

C. Service Sites Tab Instructions

If the service site is either the applicant agency and/or the implementing agency, select the associated "Is service site?" check box(es) on the application Face Sheet.

Otherwise, provide the site name and full address, **for the location(s) the project is taking place/serving**. If there is more than one location, please enter complete information for each site (up to five). If the project has a statewide or countywide impact, please enter "state-wide," or "county-wide" in the 'Site Name' field and the county served in the 'City' field. For example:

Location One

Site Name: **Anytown Police Department**
Address: **123 Main Street**
Some City, MD 21000-0570

Location Two

Site Name: **Anytown Sheriff's Office**
Address: **795 Main Street**
Some Other City, MD 21030-1014

D. Summary Tab Instructions

The Project Summary should provide a concise summary of your proposal and be limited to 100 words or less. Because the JABG program is funding a very specific service, GOCCP would like to make writing the project summary as simple and consistent as possible. Use the template provided on page 6 of this NOFA for your project summary.

E. Narrative Tab Instructions

Provide a description of the training to be attended, program timeline, and potential for information sharing. The contents for the narrative are explained on pages 6 - 8 of this NOFA. Narrative must be in a 8-section, outline-styled format (**retaining all numbering, lettering, and headers**). Incomplete narratives may be returned for revision.

F. Budget Tab Instructions

You must complete a detailed budget for your proposed project. Each budget line item must include a justification entry. All 'Total Budget' fields must be rounded to the nearest whole dollar. **There is a 10% cash match requirement for JABG.**

PERSONNEL

The salaries and fringe benefits for staff required to implement the project are listed in the personnel category. **Consultants must be listed in Contractual Services.** Time and attendance records must be maintained for all personnel included in the grant project. If you are paying an employee directly, they should be entered in the Personnel category. **For each position, list salary and fringe benefits on separate line items.**

Original Grant Application Budget							Original Budget	Previous Budget	Print	Refresh
	Help	Budget Category	Total Grant Funds		Total Cash Match		Total In Kind		Total Budget	
▼		Personnel	\$33,000.00		\$0.00		\$0.00		\$33,000.00	
Add new record										Refresh
	Name	Description	Salary Type	Wage Type	Funding	Wage Amount	Total Budget	Just.	Edit	Delete
▼	Community Outreach Coordinator									\$22,000.00
	Community Outreach Coordinator	Community Outreach Coordinator	Salary	Annual	Grant Funds	\$60,000.00	\$20,000.00	Just.		
	Community Outreach Coordinator	Community Outreach Coordinator	Fringe	Annual	Grant Funds	\$20,000.00	\$2,000.00	Just.		
▼	Community Outreach Trainer									\$11,000.00
	Community Outreach Trainer	Community Outreach Trainer	Salary	Annual	Grant Funds	\$40,000.00	\$10,000.00	Just.		
	Community Outreach Trainer	Community Outreach Trainer	Fringe	Annual	Grant Funds	\$10,000.00	\$1,000.00	Just.		
▼		Operating Expenses	\$0.00		\$0.00		\$0.00		\$0.00	

- The 'Name' and 'Description' fields must contain the same information.
- Position line items (salary and fringe) are grouped via the 'Name' field.
- After completing the first Position's line item, use the 'Name' dropdown to add additional budget items to the position.
- The 'Name' field is used to select existing positions and to add new positions.
- For multiple staff in the same position, use a suffix (i.e., Position 1, Position 2, etc.)
- Multiple positions with the same hourly rate may be grouped (i.e., Overtime Patrols – 25 Officers).

Note: Fringe benefits cannot exceed 30% of reported salary costs. For each line item entered, you must include a justification that ties that item to the activities described in your narrative.

OPERATING EXPENSES

Unallowable costs include, but are not necessarily limited to postage, printing, rent, indirect costs, fax, food, and miscellaneous items. See Section III for unallowable costs. For each line item entered, you must include a justification that ties that item to the activities described in your narrative.

TRAVEL

?		Travel		\$1,050.00	\$0.00	\$0.00	\$1,050.00
+ Add new record							Refresh
Description	Funding	Quantity	Unit Cost	Total Budget	Just.	Edit	Delete
Mileage	Grant Funds	600.00	0.56	\$333.00	Just.		
Meals (B \$8, L \$10, D \$24)	Grant Funds	5.00	42.00	\$210.00	Just.		
Hotel	Grant Funds	5.00	\$101.40	\$507			

Travel expenses may include mileage and/or other transportation costs, meals and lodging consistent with the local jurisdiction's travel regulations and cannot exceed the State of Maryland reimbursement rate specified below. For each line item entered, you must include a justification that ties that item to the activities described in your narrative.

Mileage maximum: 56.5 cents/mile as of 1/1/2013.

Maximum Per Diem/Meal Allowance is \$42/day (\$8 Breakfast, \$10 Lunch, \$24 Dinner).

CONTRACTUAL SERVICES

Consultant contracts for training or evaluation should be included here and shall be consistent with federal guidelines.* Construction projects are ineligible for funding under grant programs and expenses for construction may not be included. If you are paying an outside agency for an employee, they are Contractual. For the line item description, enter the agency (Consulting firm, temporary agency, etc.), a dash and then the nature of the service to be provided (e.g., Consultants ABC – training for Seminar). For each line item entered, you must include a justification that ties that item to the activities described in your narrative.

* A copy of all contracts associated with items listed in the Contractual Services category must be included with your application. The maximum daily rate for a consultant is must be reasonable and well-documented in accordance with OMB Circular A-21.

EQUIPMENT

Equipment is defined as having a useful life in excess of one year and a procurement cost of \$100 or more per unit or \$50 or more per unit for computer and sensitive items. Costs may include taxes, delivery, installation and similarly related charges. The value of trade-ins and discounts should be shown as a deduction. The procurement process used must be consistent with your written procurement guidelines. If such guidelines do not exist, refer to the State of Maryland guidelines by accessing General Condition # 17 on the GOCCP Website under the Grantees Area.

Maintaining internal inventory records for equipment procured under this funding source is mandatory. For post award inventory requirements, access General Condition #18 on the GOCCP Website. For each line item entered, you must include a justification that ties that item to the activities described in your narrative.

OTHER

Include all other anticipated expenditures which are not included in the previous categories such as registration fees and program supplies. For each line item entered, you must include a justification that ties that item to the activities described in your narrative.

G. Print Tab Instructions

The Print tab allows users to generate a pdf version of their application for review and/or submission. Application hardcopies generated while in Application Status 'Pending' have 'pending submission' printed at the top of the application pages.

The Application Status must read 'Awaiting Hard Copy' before generating a final pdf. The final pdf version is printed (and if requested, photocopied) by the applicant, signed, and sent or delivered to GOCCP before the hardcopy deadline.

H. Application Status dropdown instructions

Home	Grant Management	Address Book	Admin	Logout
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Grant Management > Application Search

App. Number:	Grant Number:	Req. Funds:	Match Funds:	Match %:	Project Dates:	Title:	Application Status:
[Unassigned]		\$1,053.00	\$0.00	0.00 %	03/01/2013 - 03/31/2013	Financial Investigations Prac...	--> Submit Application

Grant Application Menu

Search

PRINT REPORT

Pending
--> Cancel Application
--> Submit Application

After completing and reviewing all sections of the application, use the 'Application Status' dropdown to submit your application electronically. Selecting 'Submit Application' from the dropdown performs a final validation check. If the validation check is successful, the application's status changes to 'Awaiting Hard Copy'.

Your Application must be placed in 'Awaiting Hard Copy' status for it to be considered for funding. After GOCCP has received your signed hardcopy(ies), the status will appear as 'Hardcopy Received'.

I. Signature Pages

The Certified Assurances and Federal Anti-Lobbying Certification must be signed by the appropriate agency representative and included with the application hardcopies. **Both forms may only be signed by the Applicant Agency's Authorized Official or their duly assigned alternate signatory.** Both forms must be generated by the online application software.

In order for an alternate signatory to be valid, GOCCP must receive a signed, written notification from the applicant agency's Authorized Official (on agency letterhead) each year stating that an alternate signatory has been designated.

J. Documents Tab Instructions

If there are any additional required forms or other documents that you would like included with your application, use the Documents tab to attach those files. You may upload documents throughout the application process.

K. Audit Findings / Corrective Action Plan

Applicants must submit copies of any Audit Findings and Corrective Action Plans with the application. **Do not send a copy of your audited financial statements;** ONLY the applicable audit findings and/or corrective action plan is required.

GETTING STARTED	2
I. PURPOSE	4
II. IMPORTANT DATES	4
III. UNALLOWABLE COSTS	5
IV. ELIGIBILITY CRITERIA	5
V. WHAT AN APPLICATION MUST INCLUDE.....	6
A. PROJECT TITLE	6
B. PROJECT SUMMARY	6
C. PROGRAM NARRATIVE	6
D. SIGNATURE PAGES	9
VI. PROGRAM PURPOSE AREAS	9
VII. PERFORMANCE MEASURES & REPORTING	9
VIII.AVAILABILITY OF FUNDS.....	24
X. TECHNICAL ASSISTANCE TRAINING	24
XI. SUBMISSION PROCESS.....	25
XII. ADDITIONAL APPLICATION INFORMATION	25
A. Role of the GOCCP Staff.....	25
B. Distribution of Funds & Reporting Requirements	26
C. Multiple Applications.....	26
D. Electronic Funds Transfer (EFT)	26
XIII. APPLICATION WORKSHEET.....	26
A. Face Sheet Tab Instructions	26
B. Officers Tab Instructions	27
C. Service Sites Tab Instructions.....	27
D. Summary Tab Instructions	28
E. Narrative Tab Instructions.....	28
F. Budget Tab Instructions.....	28
G. Print Tab Instructions	30
H. Application Status dropdown instructions	31
I. Signature Pages.....	31
J. Documents Tab Instructions	31
K. Audit Findings / Corrective Action Plan.....	31

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